



# The meeting teleconference will begin shortly

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**PASSCODE: 3802020**

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Please use the chat feature in the Zoom toolbar to let the moderator know that you would like to make a comment during the meeting or use the digital “raise hand”  function in Zoom.



Please mute your microphone during the meeting to reduce background noise. Click on the microphone icon to unmute your microphone if needed.



# Call to Order

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Board of Directors Workshop - Policy  
Thursday, June 9, 2022

*Chairperson – Director Botello*  
*Vice-Chair – Director Kielhold*

# Introductions

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*Following the introduction of Directors and District staff, participants may use this time to state their name and agency/affiliation in order to be included in the formal record of attendees.*

# Public Comment

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Any person may address the Board on matters within its jurisdiction.

- *Please use the chat feature on the Zoom toolbar or digitally raise your hand to let the moderator know you would like to make a comment.*



# Summary of Previous Meeting (Pg. 3)

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Board of Directors Workshop – Policy – May 12, 2022

# Discussion Item 4.2 (Pg. 28)

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**Heather Dyer, MS, MBA** – Chief Executive Officer/General Manager

**Karen Resendez, MAOL** – Human Resources and Risk Manager

Human Resources and Risk Management Report of Activities

## **Staff Recommendation**

Receive and file Human Resources and Risk Management report of activities.

# Report of Activities

Employee Handbook Update

Safety Program

Human Resources & Risk Management Webpage Development

Performance Review & Professional Development Program

Succession Planning

Classification & Compensation

Building in Checks and Balances

## Valley District Strategy #5

Attract and support top talent and promote a rewarding culture of growth and opportunity.

Tone & Structure

CEO/GM Welcome

Incorporating Mission/Vision/Values

Updating language to align with our Strategic Plan

Language updates to reflect legal changes, codify current practices and to simplify information

# EMPLOYEE HANDBOOK UPDATE



# SAFETY PROGRAM



## Training – Target Solutions

✓ Driver Training, Confines Space Entry, Fall Protection & Assessing future training needs

## Developing policies, procedures, forms

✓ Fillable Forms, Confined Spaces Policy/Procedure, Traffic Control

## Assessing equipment needs & purchasing necessary equipment

✓ Traffic Control Equipment, Snake Guards, First Aid/Medical, GPS/Satellite devices for remote areas

## Ops Staff – Weekly Safety Meetings

✓ Ops Team is motivated to create and participate in a safety program that is top notch.

## Safety Team – Monthly Meetings

✓ HR and Ops Team Members review needs, provide status updates and prioritize needs

# Webpage Development

Creating a dedicated HR/Risk Mgmt. page with subpages to increase transparency & ease of locating information:

- ✓ Careers
- ✓ Benefits
- ✓ Compensation
- ✓ Risk Management



## WELCOME AND THANK YOU FOR DROPPING IN!

Welcome to Valley District, a rewarding place to work, spend your career and serve the community. We embrace mutual respect, diversity, collaboration, creativity and innovation, and equal opportunity. We are committed to building a high functioning team represented by a variety of backgrounds, perspectives and skills. We encourage our employees to bring their authentic, original and best selves to work.

### Contact

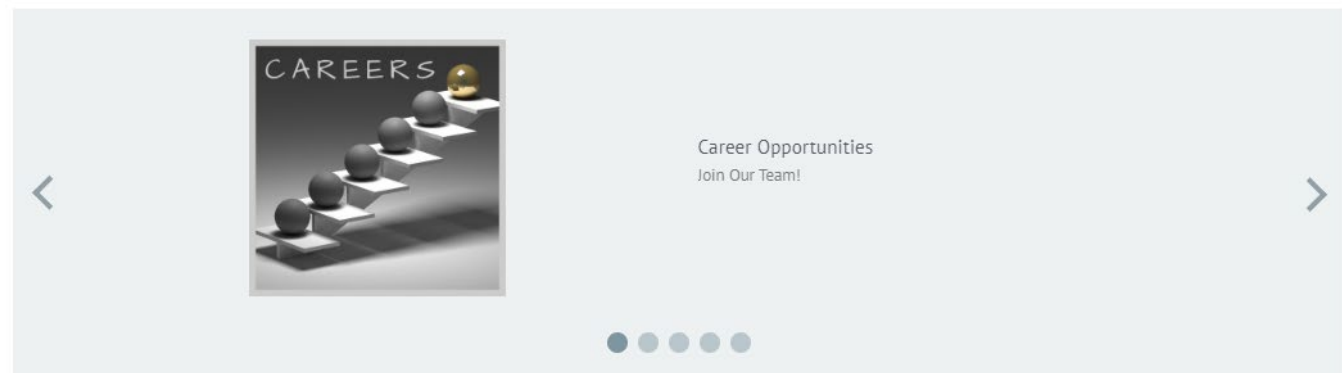
Karen Resendez, Human Resources & Risk Manager

(909) 387-9200

KarenR@SBVMWD.com

380 E. Vanderbilt Way, San Bernardino, CA 92408

Discover why this is a great place to start and spend your career....



# Webpage Development Cont'd



EMPLOYEE BENEFITS

- Investing in Our Employees' Overall Health & Wellbeing, Development and Financial Future

HEALTH & WELLNESS PAID TIME OFF RETIREMENT PERKS

Training Platforms >

Handbook >

Connect With Us >

The mockup shows a header with a scenic image of a person on a cliff. Below is a navigation bar with four icons: a hand holding a dollar sign, a calendar, a piggy bank, and an open book. Underneath are four dark buttons labeled 'HEALTH & WELLNESS', 'PAID TIME OFF', 'RETIREMENT', and 'PERKS'. At the bottom, there are three horizontal menu items: 'Training Platforms', 'Handbook', and 'Connect With Us', each with a right-pointing chevron.

## CAREERS PAGE

Telling Our Story – Who We Are and How We Work

The block contains a blue background with the heading 'CAREERS PAGE' and the sub-heading 'Telling Our Story – Who We Are and How We Work'.

## BENEFITS PAGE

Information of what Valley District offers including links

The block features a dark blue background with the heading 'BENEFITS PAGE' and the text 'Information of what Valley District offers including links'.

JOIN US ON OUR MISSION TO PROVIDE A RELIABLE SUSTAINABLE RESILIENT WATER SUPPLY & A HEALTHY WATERSHED FOR FUTURE GENERATIONS

EMPLOYEE BENEFITS START MY NEW CAREER MEET OUR TEAM

Our Projects >

Our Strategic Plan >

How We Work >

Our Social Media >

“It's great here...” EE Testimonial, 05/19/2022

The mockup shows a header with a mission statement and a photo of a stream. Below is a navigation bar with three icons: a hand holding a dollar sign, a location pin, and a group of people. Underneath are three dark buttons labeled 'EMPLOYEE BENEFITS', 'START MY NEW CAREER', and 'MEET OUR TEAM'. At the bottom, there are four horizontal menu items: 'Our Projects', 'Our Strategic Plan', 'How We Work', and 'Our Social Media', each with a right-pointing chevron. Below the menu is a testimonial section with a water drop icon, a quote, and the text 'EE Testimonial, 05/19/2022'.



Competency Based  
Performance Reviews

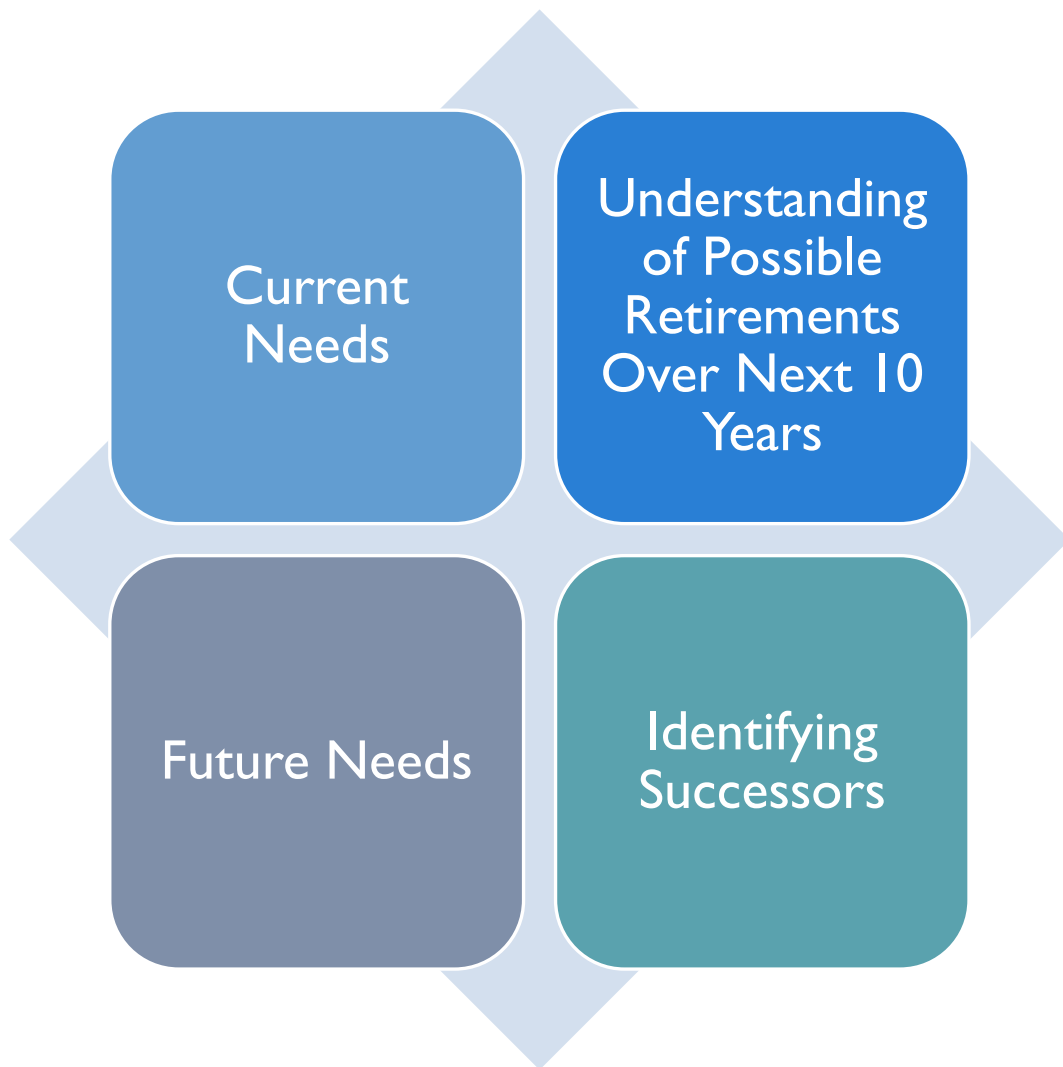


Professional  
Development Planning



Tools for Managers and  
Staff

# Performance Review & Professional Development Program



# Succession Planning

Ongoing Conversations With Senior Staff

# Classification & Compensation



**CLASS SPECIFICATIONS**



**COMPARABLE AGENCIES**



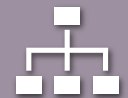
**ENGINEERING**



**Collaborating with CFO**



**New Handbook Language**



**Policies/Procedures/Processes**

**Building in Checks & Balances**

# Director Comments and Discussion

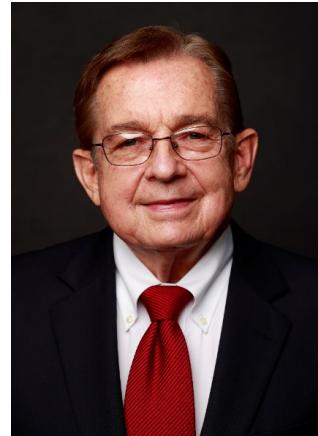
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**Paul Kielhold**  
President



**June Hayes**  
Vice President



**T. Milford  
Harrison**  
Treasurer



**Gil J. Botello**  
Director



**Susan Longville**  
Director

## Staff Recommendation

Receive and file Human Resources and Risk Management report of activities.





# Discussion Item 4.3 (Pg. 33)

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**Heather Dyer, MS, MBA** – Chief Executive Officer/General Manager

San Bernardino Valley Municipal Water District Name Change  
Discussion

## **Staff Recommendation**

Staff recommends the Board of Directors discuss the District's potential name change options and provide recommendations on how to move forward.

# Director Comments and Discussion

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President



**June Hayes**  
Vice President



**T. Milford  
Harrison**  
Treasurer



**Gil J. Botello**  
Director



**Susan Longville**  
Director

## Staff Recommendation

Staff recommends the Board of Directors discuss the District's potential name change options and provide recommendations on how to move forward.

# Discussion Item 4.1 (Pg. 9)

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**Kristeen Farlow, MPA** – Strategic Communications Manager

Discuss State and Federal Legislative Update

**Staff Recommendation**

Receive and file.

# Federal Legislative Update

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- Appropriations Update
  - Community Project Funding/  
Congressionally Directed Spending  
Update
- Water Resources Development Act  
Update
  - Seven Oaks Dam Updates
- Other Legislative Updates



# State Legislative Update: Legislation

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- AB 1944- Open and Public Meetings
- AB 2142- Income tax exclusions for turf rebates
- AB 2449- Open meetings (Three Valleys Municipal Water District)
- SB 230- SWRCB Constituents of Emerging Concern Program (Metropolitan Water District)
- SB 1020- Clean Energy, Jobs, and Affordability Act of 2022



# State Legislative Update

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- May Revise of Governor's Budget
- Propose spending \$300.6 billion
  - Includes \$22.5 billion over five years for Climate Change
- Legislature must pass budget by by June 15
- Governor must sign budget into law before July 1, 2022



# Director Comments and Discussion

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**Paul Kielhold**  
President



**June Hayes**  
Vice President



**T. Milford  
Harrison**  
Treasurer



**Gil J. Botello**  
Director



**Susan Longville**  
Director

## Staff Recommendation

Receive and file.

# Future Business

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# Adjournment

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